



SCHOOL COUNSELLOR (Part Time)

NEEDED: IMMEDIATELY

INFORMATION FOR CANDIDATES

CLOSING DATE: Open

INTERVIEWS: WC 15TH APRIL & 22ND APRIL 2024



About Glendower

Glendower Preparatory School, is an all-girls school, situated in superb surroundings in the heart of South Kensington, close to neighbouring Museums and historic landmarks.

As a charitable trust, Glendower is run independently and all profits are directed back into the school, making it a richly resourced educational environment and highly rewarding school to work in.

The school educates over 280 girls from Nursery to Year 6, with each year group running a two form entry.

Record of Success

Academic results are excellent, due to the focus on highly specialist and individualised teaching and our girls go on to obtain places in the top academic day and boarding schools.

Places at Glendower Prep are gained following an entry assessment held each January; there are waiting lists operating in all age groups across the school as places are oversubscribed.

The Glendower Approach

Founded in 1895, Glendower is a traditional, yet forward-thinking school with a strong community ethos. Glendower has a rich history of success and is very proud

of its reputation as one of the leading Prep schools in the country. Due to its incomparable location in the heart of South Kensington, Glendower has access to some of the best facilities in the UK, where Drama, PE and Extra-curricular clubs take place. These facilities enable every girl to flourish and unleash their talents in all aspects of school life

Equal Opportunities

We are committed to treating all employees with dignity and respect regardless of race, ethnic background, nationality, colour, gender, transgender status, pregnancy, age, sexual orientation, religion or belief. We therefore welcome applications from all segments of the community.

The Vacancy

Glendower seeks to appoint a School Counsellor with enthusiasm, energy and commitment, who is willing to learn and undertake further training if required. A part-time role, 2-3 days a week, term-time and all INSET days.

If you believe you have what it takes to further develop your career in a leading Prep School in the heart of West London, we would be excited to hear from you



What we offer

- Competitive salary
- Generous Pension Scheme
- CPD and career progression opportunities
- Healthy school lunch provided
- Supportive Glendower Community, including colleagues, SLT, governors and parents
- An appointed Staff Liaison
- Golden Ticket Day – an additional day off during term time
- Lively school socials
- Provision of a 1:1 Mindset Coach available to all staff
- Small class sizes

Primary Purpose of the Role

- Promote pupil success, provide preventive services, and respond to identified pupil needs by delivering therapeutic support at the individual and group level.
- Facilitate the implementation of a PSHE Curriculum and liaise with parents and the wider community to raise awareness of mental health and wellbeing initiatives.

- Support and execute staff wellbeing events across the school.
- Reports to the Deputy Head Pastoral.

Specific Responsibilities

- Promote students' personal, social and emotional development appropriate to their developmental stage.
- Support with identification of social-emotional and behavioural barriers to learning and co-ordinating support and training.
- Provide appropriate interventions to assist pupils with school related problems and issues.
- Accurately and appropriately interpret and utilise PASS data, reporting findings to key leaders
- Implement an effective referral and follow up process with pupils with identified concerns and needs.
- Accurately and appropriately use assessment procedures for determining and structuring individual and group counselling services.
- Work alongside the Deputy Head Pastoral in developing proactive programs to support student agency, healthy choices, positive relationships.
- Delivery of focus parent support

groups and information workshops.

Behavioural and Pastoral

- Promote and safeguard the welfare of all children by establishing a purposeful and safe learning environment for learners.
- Raise all concerns regarding the behaviour, progress, or welfare/child protection of any learner with the Deputy Head Pastoral/ DSL.
- Understand and implement school child protection and safeguarding procedures.
- Provide support and assistance for pupil's pastoral needs.
- Foster and maintain constructive and supportive relationships with parents/

carers, exchanging appropriate information, and facilitating their support for their child's attendance, access and learning

Other duties

- At all times carry out duties with due regard to the school's policies and procedures, in accordance with the Glendower Preparatory School Staff Handbook.
- Take responsibility for own continuous professional development and participate fully in training and development opportunities identified by the school.



- Conduct oneself in a manner that is in line with the Glendower Preparatory School values, across the whole school community, being willing always to be a team player

Equal Opportunities and Commitment

Commitment to equality of opportunities for all, regardless of gender, disability, religion, and ethnic origin

Demonstrate a commitment to, and awareness of, issues relating to:

- safeguarding and child protection
- promoting the school's vision, values and ethos
- high quality, stimulating learning environment
- relating positively to, and showing respect for, all members of the school and wider community
- ongoing relevant professional self-development

Our Ethos

Since 1895, Glendower has been laying the foundations for its pupils' futures. Children have one opportunity for an education which will form the basis of their lives and, at the same time, one childhood; Glendower aims to keep a happy balance between the two. During their time with us, we instil the 'Six R's' in every student, resulting in confident, happy, engaging, mature, considerate and thoughtful young adults who are outward looking global citizens.

Responsibility

Students are responsible for their words and actions, and any consequences these may have.

Resilience

Students learn from their mistakes and persevere when they find tasks difficult

Relationships

Students are flexible and prepared to work and play with others. They can recognise when others are upset and make them feel better.

Readiness

Students take ownership of their learning, from belongings and homework, to listening and responding to instructions.

Reflection

Students respond to teacher's comments

to help learn and improve, whilst providing thoughtful feedback to others.

Resourcefulness

Students can use their imagination and think creatively.

Our Aims

To encourage socially-aware, inclusive and responsible citizens.

To inspire our girls to be autonomous and resourceful learners

To promote reflective learning and intellectual curiosity

To develop courage, perseverance, and resilience.

To foster positive and kind relationships

To prioritise an ethos of responsibility for learning and actions.

To offer a broad and intellectually stimulating curriculum including sport, art, music, drama, and STEM

To spark freedom of choice and thought so that our girls go on to become gamechangers



The Application Process

Please complete a Glendower Application Form and return it alongside a covering letter addressed to the Headmistress.

Applications should be emailed to pennickl@glendowerprep.org and will be considered immediately upon arrival.

Successful candidates will be contacted and interviews will take place on the weeks commencing 15th and 22nd April 2024.

If you would like to discuss the role in more detail, or have any specific questions, please email the above email address.

Glendower Preparatory School is committed to safeguarding and promoting the welfare of children. Applicants must be willing to undergo child protection screening appropriate to the post including checks with past employers and DBS vetting. Glendower is an equal opportunities employer.



GLENDOWER PREPARATORY SCHOOL
86/87 QUEENS GATE
LONDON
SW7 5JX

020 7370 1927

office@glendowerprep.org



www.glendowerprep.org